



**EQUIPMENT SERVICES DEPARTMENT
INTER-OFFICE CORRESPONDENCE**

Date: March 23, 2011

To: Jack Dale, Purchasing Manager, Purchasing Division

From: Randy Rendon, Equipment Technical & Fuel Specialist

CC: Wayne Corum, Director, Equipment Services Department
David Weeks, Buyer, Purchasing Division
Don Walker, Technical Service Manager
ESD File

Re: BID # (11-0040) JET-A TURBINE AVIATION FUEL

Equipment Services Department received two (-2-) bid packages, two (-2-) qualified for review. After evaluating bid criteria, ESD'S recommendation reads as follows:

The bid submitted by **ARROW ENERGY**, was the BEST VALUE bidder for Jet-A Turbine Aviation Fuel. This bid met and/or exceeded the City of Fort Worth specifications and did comply with all bid requirements listed within this bid package.

Equipment Services Department has reviewed the above bid packages and it is our recommendation that the **Jet-A Turbine Aviation Fuel** for the City of Fort Worth be awarded to **ARROW ENERGY**, based on their overall lowest bid on (Platts), meeting and/or exceeding the City of Fort Worth specifications.

All charges will be made from Police Departments **GG01/5221401/0353600**, and should not exceed the total amount of \$250,000.00. **ESD REQUESTS THE ANNUAL PURCHASE AGREEMENT REMAIN " TYPA " AND BE MADE EFFECTIVE: > 03/25/2011.**

The vendor will ship and/or deliver to various City of Fort Worth locations. For Buyspeed use ship to code (00049) and mail all invoices to the same (00049) address.

NOTE: Please forward approved copies of the M&C and/or authorized letter from Purchasing with a "TYPA" purchase order number listed on the M&C and/or authorized letter to Equipment Services Department, Southside Service Center, Attn.: Technical Services, Fuel Section, Randy Rendon and to Police Department Heliport, Chief Pilot, Jay Paschke.

Should any questions arise, please contact Randy Rendon, ext. 5112.

Randy Rendon, CEM

RGR: File